



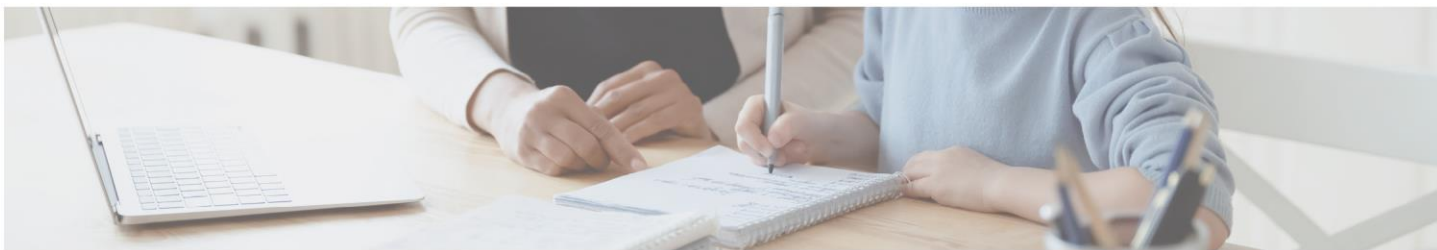
## Tennessee Accelerating Literacy & Learning Corps

# TN Accelerating Literacy & Learning (ALL) Corps *Zearn Step-by-Step Launch Guide*

*As a district begins to prepare to use Zearn with their TN ALL Corps math tutoring sessions, this Zearn Step-by-Step Guide will support district planning. Please see the [TN ALL Corps Tutoring for Math Guidebook](#) for general math tutoring guidance. For more information on TN ALL Corps or math resources, visit the [TN ALL Corps website](#) or the [TN Zearn website](#).*

### **Step One: Design your math tutoring program**

1. Use the [TN ALL Corps Tutoring for Math Guidebook](#) to determine your schedule for math tutoring.
2. Hire your tutors to fit the needs of your schedule, needs of your students and staffing availability. (Ensure that your design is represented in your ePlan program descriptions).
3. Coordinate your schedule planning with your building principals and district tutoring team.
4. Determine when the team will use Zearn to progress monitor students in TN ALL Corps math programming. (As a reminder, all students who are included in the TN ALL Corps high-dosage, low ratio tutoring sessions must complete three 30-minute tutoring sessions monthly. These progress monitoring sessions do not have to occur during your tutoring blocks). For more information about progress monitoring on the Zearn Math platform, view the Zearn One-pager from TDOE [here](#).



## Step Two: Familiarize your team with the Zearn platform

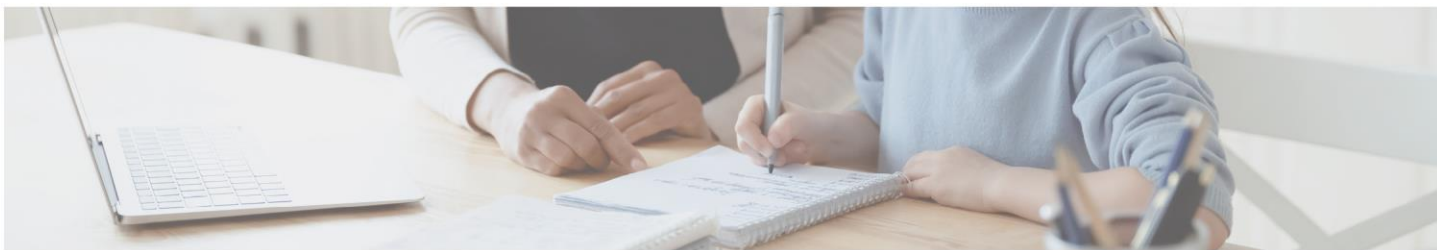
1. The [Zearn Overview](#) provides an opportunity to review the design of Zearn lessons, set up a demo account and explore how lessons will be used in the three times a month progress monitoring requirement. In addition to progress monitoring requirements, the Zearn Math platform provides digital math lessons that students complete individually and connected lessons for tutors to use in tutoring sessions. This exploration process could be a part of how a district determines to use all of the additional resources within their high-dosage, low-ratio math tutoring.
2. TN ALL Corps site leads, tutors, and potentially core math teachers should create a Zearn demo account and explore the design of Zearn. It is important for those adults who support progress monitoring to be familiar with the Zearn platform as well. This exploration can be designed as a structured training course or can be assigned asynchronously. For an overview of a Zearn digital lesson for students, click [here](#).

Access the Zearn platform here: [Zearn](#)

Use the username **TNDemo@zearn.org** and password **TNDemo2021!** to login.

## Step Three: Formal Zearn platform Launch Training

1. A district should outline how Zearn will be used as the launch to the training. If a district wants tutors to use Zearn for math progress monitoring and use other combinations of tools for tutoring, that plan should be reviewed at the launch of the Zearn Platform Training.
2. If a district wants tutors to use more of Zearn's resources, a district should make those decisions before the training begins and outline the components of Zearn to complement the district's tutor design. (As a reminder, Zearn has a full suite of tutoring lessons and tutor supports for each tutor session. These are optional resources for district use). The [Zearn Quickstart Guide](#) will provide district leaders with an overview for implementation options.
3. A district should review the series of [training videos](#) to customize training sessions for tutors. A district should consider the math knowledge, the digital comfort levels, and the teaching experience of tutors when customizing the training schedule.



4. A district should also consider the best way to use [training guides](#) with tutors. Depending on how a district plans to use Zearn with tutoring, this may or may not be an appropriate resource.
5. Districts should review expectations for tutor design and tutor session content to ensure consistency across all math tutor sessions.

#### **Step Four: Set up Communication Expectations**

1. Districts should set clear expectations for tutors to access and use Power Tower data to progress monitor student progress with tutoring content. (As a note: Tutoring content can be customized by the district to match the scope and sequence of the district's adopted curriculum. A district should determine how they want to customize the tutoring sequence and determine if they want tutors to manipulate the tutoring scope and sequence).
2. Districts should set clear expectations regarding the frequency, components, and method for family communication. Family communication should occur at least monthly to ensure family members have a clear understanding of the benefits high-dosage, low-ratio tutoring is providing for their child.
3. Districts should set clear expectations between tutors and teachers. This communication should fit the context and options available in the teacher schedule, the school schedule, and the district intent to coordinate tutoring and core instruction.

#### **Step Five: Establish Data Analysis and Tracking Plans**

1. Zearn has provided a wealth of data resources on usage, student progress, and aggregate student progress. A district should explore the resources and reports within Zearn's Power Tower platform and determine structures and protocols to use the platform data.
2. The use of Zearn data can be customized to the amount of use the district chooses to engage in within Zearn's resources.
3. If a district would like to discuss ways to use the data within Zearn's Power Tower, the department has regular office hours and can schedule one on one planning sessions to collaboratively develop a progress monitoring system that supports the needs of the district.

#### **Step Six: Use State Department Guidance to Customize Student, Teacher and Tutor Access**

The department will be releasing specific next steps in January to support launch and access.